

**Uncontrolled
If Printed**

**ALEX PRODUCTS, INC.
JOB DESCRIPTION**

JOB TITLE: CNC Machinist

DEPARTMENT:	Engineering	DIVISION:	Tool & Die
PREPARED BY:	B. Mann	DATE:	09/21/04
REV:	Rel.	PAGES:	1
APPROVED BY:	<i>April Spangler</i>	DATE:	09/21/04

JOB FUNCTION:

Operates CNC machine, cutoff saws, sander, and grinder to produce components and gages by performing the following duties.

ESSENTIAL FUNCTIONS:

- Studies blueprints and CNC programs for gages or components.
- Sets up and operates CNC machine efficiently and maximizes production time.
- Prepares and maintains sufficient stock of bending machine components from inventory list.
- Computes dimensions, plans machining, layout, and assembly operations.
- Measures, marks, and scribes metal stock for machining.
- Verifies dimensions, clearances, and alignment of members and parts.
- Dowels and bolts parts together.
- Works to tolerances as close as 0.0005 inch.(set-up)
- Looks for continuous improvements to increase efficiencies in all processes.

OTHER SKILLS AND ABILITIES:

Ability to read and interpret blueprints. Knowledge of various measuring devices and attention to detail and accuracy. Basic machinist skills and understanding of manufacturing technology.

EDUCATION and/or EXPERIENCE:

High school diploma or general education degree (GED); or one to three months related experience and/or training; or equivalent combination of education and experience.

MATHEMATICAL SKILLS:

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals. Ability to compute rate, ratio, and percent and to draw and interpret computer generated information.

REASONING ABILITY:

Ability to define problems, collect data, establish facts, and draw valid conclusions. Ability to interpret an extensive variety of technical instructions in mathematical or diagram form and deal with several abstract and concrete variables.

To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed above are a representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.